

GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT

Office Procedure – Agriculture and Cooperation Department – RTI Act, 2005 – Implementation of Section 4(1) (a) – Management of Records – Directive to Public Authorities – nomination of Transparency Officers (TOs) - Orders – Issued.

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AGRICULTURE AND COOPERATION (O.P.I) DEPARTMENT

**G.O.Rt.No. 947**

**Dated: 20.08.2011**

**Read:**

From the Secretary, A.P.Information Commission, Hyderabad,  
Letter No.999/APIC/A/2011, dated 008-07-2011.  
OoO

O R D E R:

1. In the reference cited the Secretary, A.P. Information Commission, Hyderabad has stated that some of the designated PIOs and Appellate Authorities under RTI Act are pleading that they were unable to furnish information to the applicants within (30) days mainly because of non-availability of records. The Commission has observed that this was due to the failure of Public Authorities to implement the statutory requirement U/s 4(1)(a) of the RTI Act in relation to record management, even after nearly 6 years of the coming into force of the RTI Act, 2005. The Secretary, A.P. Commission has requested to take all steps necessary to maintain all the records duly catalogued and indexed in a manner and the form which facilitates the citizens to exercise their right to information under the Act; and ensure that all records that are appropriate to be computerised are computerised and connected through the departmental network and also with the networks of A.P. Information Commission and in A.P. Govt., websites as early as possible.

2. The Secretary, A.P. Information Commission, Hyderabad has also stated that the Commission has requested to designate a sufficiently senior level officer as Transparency Officer (TO) to over see the implementation of Section 4 (1) (a) obligations. These Transparency Officers shall be required to be the interface with A.P.Information Commission on the one hand and public on the other, about transparency aspects of the functioning of the public authority.

3. The Government after careful examination of the recommendation of A.P. Information Commission, hereby nominate the officers in Agriculture and Cooperation Department as Transparency Officers as indicated below:

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|-------------------------------|--|
| 1. Agriculture                | : Special Secretary to Govt. (Agriculture)     |
| 2. Horticulture & Sericulture | : Additional Secretary to Govt. (Horticulture) |
| 3. Agriculture Marketing      | : Deputy Secretary to Govt. (Agrl. Mrktg.)     |
| 4. Cooperation                | : Deputy Secretary to Govt. (Cooperation)      |

4. The Transparency Officers are requested to take necessary action to over see the implementation of the obligations under Section 4 (1) (a) of RTI Act 2005.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

V. NAGI REDDY,  
PRINCIPAL SECRETARY TO GOVERNMENT.

To  
The individuals concerned.  
The Secretary , A.P. Information Commission, Hyderabad.  
The GA (GPM&AR) Department,  
The Agri & Coopn(CPC) Department.  
The P.S. to Principal Secretary to Govt.(Agri.)  
The P.S. to APC &Principal Secretary to Govt. ATM.  
The P.S. to Principal Secretary to Govt.(Agrl Mktg &Coopn.)  
Sf/sc

//FORWARDED BY ORDER//

SECTION OFFICER.